



LANCASTER COUNTY PUBLIC SCHOOLS

STUDENT CODE OF CONDUCT

August 2023

INTRODUCTION	3
Purpose and Intent	3
Roles and Responsibilities	4
Removal of a Student from Class	4
Procedures for Student Suspensions and Expulsions	4
Suspension for Ten (10) Days or Less	5
Written Request for Appeal	5
Review by Superintendent	6
Long-term Suspension (11-45 Days) or Expulsion (365 Days)	6
Alternative Placement – Criminal Matters:	8
Expulsion for Weapons-Related Offense	8
Expulsion for Drug-Related Offense	8
Admission of Students Suspended or Expelled from Other School Divisions	9
Suspensions of Expulsions of Students with Disabilities	9
CONDUCT CODE VIOLATIONS AND CONSEQUENCE FOR OFFENSES	9
Communication Devices	11
Student Dress	12
Disciplinary Consequences Levels 1-4	13
Statement on Self Defense	14
Compulsory Attendance	14
LCPS Parent/Guardian Acknowledgment of Parental Responsibility	16

INTRODUCTION

The Lancaster School Board established expectations for student conduct so that public education is conducted in an atmosphere free of disruption and threat to persons or property and supportive of individual rights.

The following pages are your annual notification of the Lancaster County Public Schools Standards of Student Conduct. The School Board and superintendent review the model student conduct code developed by the Virginia Board of Education to incorporate into policy and the Standards of Student Conduct a range of discipline options and alternatives to preserve a safe and non-disruptive environment for effective learning and teaching. The *Standards of Student Conduct* apply to all Lancaster County Public School students. They will be enforced when the student's conduct occurs

- On school property.
- Traveling to school or from school.
- Traveling to, at, and from bus stops.
- In school vehicles.
- In attendance at any school-sponsored activity.
- Off school property if the conduct disrupts the learning environment.

The Standards of Student Conduct shall be sent to all parent(s)/guardian(s) within one calendar month of the opening of schools simultaneously with any other materials customarily distributed at that time in accordance with the requirements of Va. Code § 22.1-279.3. A statement for the parent's/guardian's signature acknowledging the receipt of this policy is included in the back of the booklet and must be returned to the school immediately. The statement shall also acknowledge the receipt of state law concerning parental assistance in maintaining discipline and order. Parent(s)/guardian(s) shall be notified that by signing the statement of receipt, they are not deemed to waive, but expressly reserve, their rights protected by the constitution or laws of the United States or Virginia. Each school shall maintain records of the signed statements. The school principal may request the student's parent(s)/guardian(s) if both have legal custody to meet the principal or his/her designee to review the *Standards of Student Conduct* and the parent's or parents' responsibility to participate with the school in disciplining the student and maintaining order, and to discuss improvement of the child's behavior and educational progress.

Purpose and Intent

The development, implementation, and enforcement of the student conduct policy is intended to ensure a safe, non-disruptive environment for effective teaching and learning. Standards of student conduct are designed to protect the health, safety and welfare of students.

It is the belief of the Lancaster County School Board that all students have the right to an environment that is safe, drug-free, and conducive to learning. To that end, the student conduct policy sets forth the standards for student conduct.

The primary objectives of the standards of student conduct are (1) to provide standards and guidelines for student behavior; (2) to assist the student in becoming a responsible, productive, and self-disciplined citizen; and (3) to maintain a safe and orderly environment in the classroom and all other areas of the school.

Roles and Responsibilities

School board members, school personnel, parent(s)/guardian(s), and students share the responsibility to create and maintain a school environment that is safe and conducive to learning. It is the responsibility of the School Board to adopt policies and regulations. The Superintendent has responsibility to issue standards of student conduct including a list of corrective disciplinary actions for violation of the standards. Each parent/guardian has a duty to assist the school in enforcing the standards of student conduct. Families should expect disciplinary consequences to become more severe as a child accumulates infractions.

Removal of a Student from Class

Teachers shall have the initial authority to remove a student from class for disruptive behavior that interrupts or obstructs the learning environment, using the following criteria:

1. The removal of the student is necessary to restore a learning environment free from interruptions or obstructions caused by the student's behavior.
2. The removal of the student occurs only after teacher or administrative interventions have failed to end the disruptive behavior. However, nothing shall preclude the immediate removal of a student for behavior that might warrant suspension from school.
3. The removal of a student is an appropriate response to student behavior that is a violation of the rules of conduct.
4. Written or verbal notice of the student's behavior and removal from class is given to the parent(s)/guardian(s) by the teacher/administrator.

Procedures for Student Suspensions and Expulsions

When a student is sent to the principal or designee for any disciplinary action or conference concerning an incident, the steps below must be followed. These guidelines for disciplinary action constitute a hearing for the student and represent the due process procedures that are required.

The principal or designee:

1. Advises the student of the charge(s).
2. Advises the student of the facts on which the charge(s) are based.
3. Gives the student an opportunity to respond to the charge(s) and to provide his/her version. The student is asked to give a written and/or verbal statement concerning the incident.

4. Provides written verification of the proposed disciplinary action (including a written statement of appeal procedures) to the parent.
5. Makes every effort to notify the student's parent by telephone if action is going to be taken immediately to suspend the student.

Students whose presence poses a continuing danger to persons or property or an ongoing threat of disruption may be removed from school immediately. The notice of charges, explanation of facts and opportunity to present his/her version of what occurred, shall be provided as soon as practical.

Suspension for Ten (10) Days or Less

The Code of Virginia gives the principal or designee the authority to make a determination, based on an investigation, that a student has violated a rule that may require a suspension of 10 days or less. If a parent desires to appeal a suspension of 10 days or less, the appeal process begins in the school with the suspending administrator.

No student in preschool through grade three is suspended for more than three days or expelled from attendance at school, unless (i) the offense involves physical harm or credible threat of physical harm to others or (ii) the School Board or superintendent or superintendent's designee finds that aggravating circumstances exist, as defined by the Virginia Department of Education.

Students who have been suspended from school, regardless of duration, may only be readmitted to regular attendance after the student's parent(s)/guardian(s) has attended and or participated in a readmission conference with the principal, assistant principal or dean of students.

The costs of any community-based educational, alternative education, or intervention program that is not a part of the educational program offered by Lancaster County Public Schools that the student may attend during his/her suspension shall be borne by the parent(s)/guardian(s) of the student.

Any student who is suspended shall be given the opportunity to make up missed work. It shall be the responsibility of the student and/or his/her parent(s)/guardian(s) to initiate the effort necessary for making up missed work. Students will receive full credit for made up work that is returned to the school in the time established by all parties.

Written Request for Appeal

1. If a principal's designee suspends the student, the appeal is to the building principal. The parent(s)/guardian(s) must request in writing a review of the suspension decision within three (3) school days (the beginning suspension day begins the appeal counting) or the decision becomes final.
2. The principal will review the incident and within three (3) school days after receipt of the written request, will report the decision in writing to the parent.

Review by Superintendent

If the parent requests an appeal of the principal's decision to suspend a student, the written request must be submitted within three (3) school days of the principal's decision or the decision becomes final. The letter of appeal may be filed with the Superintendent within three (3) days of the principal's notice to the parent.

1. Within three (3) school days after receipt of the notice of appeal, the Superintendent will review the actions taken by the principal/designee and confirm or disapprove such action based on an examination of the record of the student's behavior.
2. The decision of the superintendent shall be final.
3. Disciplinary matters with consequences less than Out-of-School suspension shall be the final decision of the principal.

Long-term Suspension (11-45 Days) or Expulsion (365 Days)

A long-term suspension may extend beyond a 45-day school day period but shall not exceed 364 calendar days if (i) the offense is one described in VA. Code §§ 22.1-277.07 or 22.1-277.08 or involves serious bodily injury or (ii) the School Board or division superintendent or superintendent's designee finds that aggravating circumstances exist, as defined by the Virginia Department of Education.

1. When a principal recommends long-term suspension or expulsion for a student, he/she must immediately notify the student and his/her parent(s)/guardian(s) that the student will be recommended for long-term suspension or expulsion.
2. The student will be suspended for ten (10) days by the principal. The principal will immediately forward a written request that the suspension be for more than ten (10) days, with a recommendation for the length of the long-term suspension or possible expulsion, to the Office of the Superintendent.
3. The principal, within 24 hours of the incident, must provide written notice to the student and his/her parent(s)/guardian(s) of the proposed action and the reasons, therefore. The parents are informed that a hearing before the division's hearing officer must be scheduled and held within ten (10) school days of the first day of the ten (10) day suspension. The parents are directed to call the School Board Office to schedule the hearing. The hearing officer and the Superintendent will receive a copy of this notice within 48 hours of the incident.
4. The parent shall also be notified of their right to an appeal of the decision of the hearing officer's recommendation to the School Board.

Review of procedures for suspensions of more than ten (10) days and expulsions, including appeals process:

1. All students that are recommended for long-term suspension or expulsion will have their long-term suspension or expulsion reviewed by the division's discipline hearing officer.
2. School Board Office personnel will schedule the discipline hearing after receiving a call from the student's parent(s)/guardian(s).

3. The hearing will be held within ten (10) school days of the date of the written notice unless the student and/or parent(s)/guardian(s) ask for a continuance and the continuance is approved by the hearing officer.
4. At the hearing, the principal or his/her representative shall present any evidence in support of the principals' recommendation. Likewise, the student and his/her parent(s)/guardian(s) or representative may present any evidence to support the student's position.
5. It is important for the hearing officer to review all the facts, evidence, and witnesses' statements. Written statements including a detailed report should be provided. They should present a strong case, which could be reviewed by the School Board. Student grades, attendance, and disciplinary records should be made readily available at the hearing by the principal.
6. The hearing officer may either uphold the recommendation of the principal in whole, part or disapprove. Additional recommendations may be made as well.
7. The student and parent(s)/guardian(s) must appear at the hearing or the appeal will be deemed to have been waived.
8. The hearing officer must inform the Superintendent, Principal, and parent(s)/guardian(s) in writing of her recommendation within ten (10) school days.
9. The hearing officer must provide written notice to the student, parent(s)/guardian(s) of a suspension of more than ten days. The letter should specify the length of the suspension, information regarding the availability of alternative education programs or intervention programs. The letter should state the student's eligibility to return to regular school attendance upon the expiration of the suspension or to attend an appropriate alternative education program approved by the school board during or upon the expiration of the suspension.
10. For students recommended for expulsion by the hearing officer, the School Board decides to uphold, deny, or modify the recommendation.
11. If the student, parent(s)/guardian(s) choose to appeal the decision of the hearing officer, they must do so in writing to the Superintendent within five (5) school days of the date of the letter of notification of the hearing officer's decision. Failure to file a written appeal within the specified time will constitute a waiver of the right to an appeal. The student will remain suspended pending the disposition of his/her appeal.
12. Upon a timely request for a hearing before the Lancaster County School Board, which shall occur within thirty (30) calendar days, the Superintendent shall notify the student and the parent(s)/guardian(s) of the time and place of the hearing.
13. If the School Board expels a student, written notice shall advise the parent(s)/guardians of such student that the student may petition the School Board for readmission to be effective one (1) calendar year from the date of his/her expulsion, and of the conditions, if any, under which readmission may be granted. The decision of the School Board may be appealed to the Lancaster County Circuit Court within thirty (30) calendar days of the date of the school board decision.

Alternative Placement – Criminal Matters:

The code of Virginia §22.1-277.2:1 states that the School Board may require any student who has been charged with an offense relating to the Commonwealth's laws or with a violation of School Board policies, on weapons, alcohol or drugs, or intentional injury to another person, found guilty or not innocent of a crime that resulted in or could have resulted in injury to others, or of an offense that is required to be disclosed to the division superintendent pursuant to Virginia Code §16.1-260(G), to attend an alternative education program. The School Board may require such students to attend such programs regardless of where a non-school related crime occurred. The School Board has delegated the authority to alternatively place students charged or found guilty or not innocent of a crime to the superintendent. If the student or parent(s)/guardian(s) disagrees with the recommended alternative placement, a written request for an appeal hearing before the School Board must be submitted to the superintendent within five (5) business days after receipt of written notice of recommended alternative placement. The School Board shall conduct a hearing on the appeal within thirty (30) calendar days thereafter.

Expulsion for Weapons-Related Offense

Any student determined to be in possession of or to have brought any prohibited weapon (as described in Policy JFCD) onto school property or to a school-sponsored activity may be expelled for a period of not less than one year (365 days). A school administrator, pursuant to School Board policy, or the School Board may, however, determine, based on the facts of the case that special circumstances exist, and another disciplinary action is appropriate. The Division Superintendent or hearing officer may conduct a review in such cases to determine whether a disciplinary action other than expulsion is appropriate and recommend that action to the School Board for final determination Virginia Code §22.1-277.08.

Expulsion for Drug-Related Offense

The School Board shall expel from school attendance any student whom the School Board has determined to have brought a controlled substance or imitation controlled substance as defined in VA. Code §18.2-247 onto school property or to a school-sponsored activity. The School Board may, however, determine, based on the facts of the case that special circumstances exist, and another disciplinary action is appropriate. The Division Superintendent or hearing officer may conduct a review in such cases to determine whether a disciplinary action other than expulsion is appropriate and recommend that action to the School Board for final determination Virginia Code §22.1-277.08.

The School Board may require any student who has been found to have been in possession of, or under the influence of, drugs or alcohol on a school bus, on school property, or at a school-sponsored activity in violation of School Board policies, to undergo evaluation for drug or alcohol abuse or both, and if recommended by the evaluator and with the consent of the student's parent(s)/guardian(s), to participate in a treatment program.

Admission of Students Suspended or Expelled from Other School Divisions

A student who has been expelled or suspended for more than thirty (30) days from attendance at school by a School Board or a private school, or for whom admission has been withdrawn by a private school, may be excluded from attendance for no more than one calendar year in the case of expulsion or withdrawal of admission, and in the case of suspension of more than thirty (30) days, for not longer than the duration of such suspension. The school shall provide written notice to the student and his or her parent(s)/guardian(s) of the reason for such possible exclusion and of the right to a hearing conducted by the Division Superintendent or Division Hearing Officer. The student may not attend school until a review of the case or hearing is completed. Exclusion shall be imposed upon a finding that the student presents a danger to the other students or staff member of the school division. The decision to exclude the student shall be final unless altered by the School Board after timely written petition. Upon the expiration of the exclusion, the students may petition the Division Superintendent for admission.

Suspensions of Expulsions of Students with Disabilities

Suspension and/or expulsions of students with disabilities will be in compliance with state and federal law.

CONDUCT CODE VIOLATIONS AND CONSEQUENCE FOR OFFENSES

The items in the following list, which is not exhaustive, are considered violations of the LCPS Student Code of Conduct:

1. **Assault:** a threat or perceived threat of bodily injury.
2. **Battery:** any bodily hurt, however slight, done to another in an angry, rude or vengeful manner.
3. **Bomb Threat/False Fire Alarm:** any illegal conduct involving firebombs, explosive or incendiary materials or devices or hoax explosive devices or chemical bombs as defined in the Code of Virginia. Moreover, students shall not make any threats or false threats to bomb school personnel or school property.
4. **Bullying:** defined as any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. 'Bullying' includes cyber bullying. 'Bullying' does not include ordinary teasing, horseplay, argument, or peer conflict.
5. **Cheating:** on a test or assigned work by giving, receiving, offering and/or soliciting information. Plagiarizing by copying the language, structure, idea and/or thoughts of another. Falsifying statements on any assigned schoolwork, tests or other school documents.
6. **Defiance (insubordination):** the failure to comply with any oral or written instructions made by school personnel within the scope of their authority as provided by board policies and regulations.

7. **Disrespect of Staff:** speaking to a member of the LCPS staff (e.g., teacher, custodian, administrator, any staff member) in an uncivil, discourteous manner.
8. **Disruptive Behavior:** any physical or verbal disturbance which interrupts or interferes with teaching and orderly conduct of school activities, is prohibited
9. **Dress Code:** should be followed as described in this document. Continuous violation is considered defiance.
10. **Extortion:** the attempt to obtain anything of value from another by using a threat of any kind.
11. **Fighting:** the use of physical violence between students or on another person.
12. Gambling is betting money or other things of value, or knowingly playing or participating in any game involving such a bet, on school property, on school buses or during any school related activity.
13. **Gang-related Activity:** includes symbols of gang membership (which are expressly prohibited i.e., clothing that symbolizes association) and rituals associated with or activities by an identified group of students. (See Lancaster School Board Policy JFCE Gang Activity or association.)
14. **Harassment:** a course of conduct which annoys, threatens, intimidates, alarms, or puts a person in fear of his/her safety. Harassment is unwanted, unwelcomed and uninvited behavior that demeans, threatens or offends the victim and results in a hostile environment for the victim and bystanders. Harassing behavior may include, but is not limited to, epithets; derogatory comments or slurs and lewd propositions; assault; impeding or blocking movement; offensive touching or any physical interference with normal school activity, work or movement, and visual insults such as derogatory posters or cartoons.
15. **Hazing:** to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily injury on a student or students in connection with or for the purpose of initiation, admission into or affiliation with or as a condition for continued membership in a club, organization, association, fraternity, sorority, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the relevant activity. Any person found guilty thereof shall be guilty of a Class 1 misdemeanor.
16. **Possession or use of alcohol, tobacco (including electronic cigarettes, vaporizing devices, nicotine patches), unauthorized use of prescription medications/ controlled substances and/or other drugs or drug paraphernalia:** having on school property (i.e., not limited to bus stops, the school bus, lockers, school parking lots and other facilities used for school activities), distributing to others, being under the influence of illegal substances.
17. **Profane or Obscene Language or Conduct:** use of language that is vulgar, profane or obscene (swearing, cursing, hate speech) language or a gesture (gang signs or hand gestures) that are vulgar, profane, obscene or such behavior that disrupts the teaching and learning environment.
18. **Property Offenses (Vandalism):** willfully or maliciously causing damage or defacing any school building or other property owned or under the control of the School Board. In addition, willfully or maliciously causing damage or defacing property belonging to or under the control of any other person at school, on a school bus or at school-sponsored events.

19. **Threat:** making any verbal, written, or physical threat of bodily injury or use of force directed toward another person. Students shall not use electronic technology or communication devices, such as the internet or cell phones, to intimidate or threaten for any reason.
20. **Trespassing:** use school facilities without proper authority or permission, or being present on school property during a period of suspension or expulsion.
21. **Tuancy/Tardiness:** the failure of students to attend school on a regular and punctual basis unless otherwise excused in accordance with the School Board policy or regulation. (See Policy JED Student Absences/Excuses/Dismissals).
22. **Stalking:** a pattern of behavior that places another person in fear of serious harm.
23. **Violations of the Acceptable Use Policy:** for example, unauthorized downloading software, waste of resources (e.g., printing without permission), hacking a database or corrupting the network.
24. **Weapons:** possession of any type of unauthorized firearm or other Dangerous weapon or device. (See policy JFCD weapons in School).
25. Any other behavior deemed unsafe or disruptive to the learning environment.

The facts and circumstances of each of the above offenses are considered fully in determining reasonable corrective actions.

Bullying

A student, either individually or as a part of a group, shall not harass or bully others either in person or by the use of any communication technology including computer systems, telephones, pagers, or instant messaging systems. Prohibited conduct includes, but is not limited to, physical, verbal, or written intimidation, taunting, name-calling, and insults and any combination of prohibited activities.

“Bullying” means any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. “Bullying” includes cyber bullying. “Bullying” does not include ordinary teasing, horseplay, argument, or peer conflict.

The principal notifies the parent of any student involved in an alleged incident of bullying of the status of any investigation within five school days of the allegation of bullying.

Communication Devices

Students may possess personal cellular phones, smart phones, smart watches, tablets, earbuds, headphones or other appropriate communications devices on school property to include on school buses. **These devices shall in no way cause distractions to learning or cause a safety issue. During the instructional hours of the day, these devices are to be turned off and remain out of sight unless principal approval is given during specific times and specific locations. Within classrooms, these devices are to be turned off and remain out of sight unless being used for**

instructional purposes with direction from the teacher. Earbuds and headphones are not to be worn in ears or around the neck throughout the day.

Use of devices listed in this section is permitted on school buses. Devices shall be used with earbuds or headphones and at a low volume so as not to cause a distraction to the driver. If it is a distraction, confiscation and disciplinary action may take place by the driver or school administration.

If a student possesses such a device other than as permitted in this policy, in addition to other disciplinary sanctions which may be imposed, the device will be confiscated from the student and returned only to the student's parent or guardian. Whether on school grounds or on school transportation, failure to follow the guidelines above and/or turn over the device upon request by a staff member will be considered blatant insubordination and may result in more serious consequences. If a student brings one of these items to school and it has any pornography or other inappropriate pictures, songs, etc. that are against school rules, the student will receive the same consequences as if it were a hard copy of the inappropriate picture(s) or words.

- At no time may any device be used with an unfiltered connection to the Internet.
- At no time is "airdropping" permitted.
- The division is not liable for devices brought to school or school activities.

Student Dress

A student's dress and appearance shall not be such that it causes disruption, distracts others from the educational process or creates a health or safety concern. All students are expected to dress appropriately. Apparel worn to school should be neat and clean. Items of clothing, body art and accessories with language that is vulgar, obscene, or discriminating, or that promotes or depicts weapons, drugs, alcohol, tobacco products, nicotine vapor products, drug paraphernalia, themes of violence, or gang symbols are prohibited. No school board employee shall enforce this policy by direct physical contact with a student or a student's attire and no school employee shall require a student to undress in front of any other individual, including the enforcing school board employee, to comply with the dress or grooming code.

- A. Examples of unacceptable dress include, but are not limited to:
1. "See through" shirts, tank tops, muscle shirts and sleeveless shirts that do not extend to the point of the shoulder. These may only be worn with an additional shirt of a different type underneath or over.
 2. Hats, hoods, bandanas, sunglasses and head covers (except any religion or ethnic specific head cover that fits snug to the head, no bonnets or shower caps) are not to be worn in a school building.
 3. Clothing that exposes undergarments, the midriff, chest, back, or buttocks is inappropriate for school and is not permitted.
 4. Pajamas and other sleepwear.

5. Absence of shoes or appropriate footwear. Examples of inappropriate footwear include, but are not limited to, slippers, shoes with wheels, and in grades PK – 5, open toed and open backed shoes.
 6. Clothing with inappropriate slogans, sexual innuendo, themes of violence, or negative gestures, especially as they relate to alcohol, drugs, illegal substances, or tobacco products.
 7. Pants worn below the normal waistline and/or at a length that may cause walking on the hem of the garment.
 8. Shorts that do not reach mid-thigh.
 9. Skin-tight clothing unless covered by a garment reaching mid-thigh.
 10. Clothing with holes that reveal skin or undergarments above mid-thigh.
 11. Bandanas hanging from pockets or “flagging”.
 12. Any student’s dress that is determined by school administration to be disruptive to the learning environment is not acceptable.
- B. Principals have the final determination of the appropriateness of student dress.
- C. Students who fail to meet the dress standards as stated above will be asked to change clothes and parents will be contacted for their assistance. If a student dress code violation cannot be immediately remedied, the student may be placed into in-school suspension. Repeated violations of the dress code policy will be treated as defiance and may result in consequences up to and including in-school and out-of-school suspension.
- D. These standards shall be enforced in a gender-neutral manner.

Disciplinary Consequences Levels 1-4

The consequences for offenses appear below within a range of level 1 to level 4. Consequences for offenses may include, but are not limited to, the corrective actions in policy JFC-R. Repeat offenders will face the possibility of other disciplinary actions based on their individual disciplinary record.

Level 1: Interventions and consequences, including any or several of the following:

- Counseling
- Admonition
- Reprimand
- Loss of privileges
- Parental conferences
- Modification of student classroom assignment or schedule
- Mediation, or community service programs
- In-school suspension (ISS) 1/2 day up to 2 days

Level 2: Intervention and consequences (Disciplinary action as determined by administrator) or In-School Assignment, including level 1 and any of the following:

- Referral to student assistance services
- Removal from class

- Restorative conference
- Initiation of child study process
- Referral to in-school intervention
- Mediation, or community service programs
- Tasks or restrictions assigned by the principal or his/her designee
- Detention (before or after school)
- Suspension from school-sponsored activities or events prior to, during, or after the regular school day
- In-school suspension up to 5 days

Level 3: Short-Term Suspension from 1-10 days or Levels 1 and 2:

- Out-of-school suspension up to 10 days.

Level 4: Long-Term Suspension from 11-45 days, Alternative Education Placement, or Expulsion, including any or several of the following:

- Out-of-school suspension of 11-45 days
- Referral to an alternative education program
- Notification of legal authority where appropriate
- Recommendation for expulsion, including recommendation for expulsion for possessing a firearm, destructive device, firearm muffler, firearm silencer or pneumatic gun on school property or at a school-sponsored event and recommendation for expulsion for having brought a controlled substance, imitation controlled substance or marijuana onto school property or to a school sponsored activity
- Evaluation for alcohol or drug abuse
- Participation in a drug, alcohol or violence intervention, prevention, or treatment program

Statement on Self Defense

Discipline cases for which self-defense is claimed must meet the following criteria: (1) the claimant must not have provoked or behaved in a manner to cause the incident; (2) the claimant must have had reasonable fear of danger or harm; and (3) the claimant used no more force than needed for protection from the threatened harm. Such incidents should be reported immediately to school officials. When claims of self-defense have been established, the administrator shall: (1) allow the student to present his/her version of what occurred and (2) review circumstances and relevant information from others pertaining to the incident, including relationships and previous patterns of interaction among the students involved. Findings from the review of circumstances and other relevant information should be considered in determining appropriate corrective disciplinary action. Claims of self-defense do not constitute a valid defense against possession or use of a weapon on school property or at any school-sponsored activity. Weapons are prohibited on school property and at school-sponsored events.

Compulsory Attendance

Every parent, guardian, or other person having control or charge of any child who will have reached the fifth birthday on or before September 30 of any school year and who has not passed the eighteenth birthday shall cause such child to attend a public school or otherwise provide the child with an education in accordance with state law (VA Code § 22.1-254) unless the child is exempt from the state's compulsory attendance requirement. Further, in the case of any five-year-old child, the requirements of this policy may be alternatively satisfied by causing the child to attend any public educational prekindergarten program, including a Head Start program, or in a private, denominational, or parochial educational pre-kindergarten program. As used in this policy, "attend" includes participation in educational programs and courses at a site remote from the school with the permission of the school and in conformity with applicable requirements. The requirements of this policy apply to

(i) any child in the custody of the Department of Juvenile Justice or the Department of Corrections who has not passed his eighteenth birthday and (ii) any child whom the division superintendent has required to take a special program of prevention, intervention, or remediation as provided in Va. Code §§ 22.1-253.13:1.C and 22.1-254.01. The requirements of this policy do not apply to (i) any person 16 through 18 years of age who is housed in an adult correctional facility when such person is actively pursuing the achievement of a passing score on a high school equivalency examination approved by the Board of Education but is not enrolled in an individual student alternative education plan, and (ii) any child who has obtained a high school diploma or its equivalent, a certificate of completion, or a passing score on a high school equivalency examination approved by the Board of Education, or who has otherwise complied with compulsory school attendance requirements.

LCPS Parent/Guardian Acknowledgment of Parental Responsibility

This form is for parents/legal guardians of all students enrolled in Lancaster County Public Schools to ensure that they have received and reviewed the following important documents.

Student Name: _____

DOB: _____ School: _____

Homeroom Teacher: _____ Grade: _____

I have received and reviewed each of the following:

1. Standards of Student Conduct.
2. A copy of § 22.1-279.3. of the Code of Virginia that sets forth the duty of each parent of a student enrolled in a public school to assist the school in enforcing the standards of student conduct and compulsory school attendance.
3. A copy of the compulsory attendance law.

My signature acknowledges receipt of above-listed documents. By signing this statement of receipt, I do not waive, but expressly reserve, my rights protected by the constitution or laws of the United States or Commonwealth of Virginia. I retain the right to express disagreement with a school's or school division's policies or decisions.

Print Parent/Legal Guardian/Eligible Student Name: _____

Signature of Parent/Legal Guardian: _____ Date: _____

Signature of Student Age 18 or above: _____ Date: _____

Please return this form to your child's homeroom teacher no later than

DATE: _____